

## **SOUTH CAROLINA CAREER GUIDANCE EFFECTIVE EXERCISES**

**TITLE:** WORKING ON GOOD WORK HABITS (#13)

**SUBJECT:** Guidance Activity

**GRADE LEVEL(S):** K-2

SC Career Guidance Standard/Competency

- Learning to Work: Standard 3. Students will explore careers and the connection of school to work.

Competency 3.3. Describe what they like to do and why

National Career Development Guidelines Goal/Indicator

- Personal Social Development: GOAL PS1. Develop understanding of yourself to build and maintain a positive self-concept.

Indicator PS1.A3. Give examples of when you demonstrated positive personal characteristics (e.g., honesty, dependability, responsibility, integrity, and loyalty).

### **Lesson Objectives**

1. Students will expand awareness of what positive personal qualities make a good worker.
2. Students will demonstrate at least one positive personal quality of a good worker.

### **Assessment**

1. Students will participate in the class discussion and in developing a list of good work habits (informal assessment-observation).
2. Students will give an oral presentation about one example of how they demonstrated a positive personal characteristic that makes them a good worker.

### **Preparation**

- Prior Learning—*How to Lose All Your Friends* (optional)
- Handouts/Worksheets—N/A
- Resources—parent letter
- Time Required—60-90 minutes

### **Procedures**

- Prior to the activity, send a letter to students' parents/guardians that describes the class activity and asks them to list some good work habits.

Part One (30-45 minutes)

- Begin the activity by introducing the term *work habits* and asking students what they think it means.
- Pantomime /act out 3-5 poor work habits (e.g., lazy, sloppy, chatterbox, bored, and tardy). Ask students to guess the traits. Would they like to work with someone who displays such traits? Why/why not?

- Have the students brainstorm good work habits. Write the responses on the chalk/white board.
- Ask students to share the responses that their parents/guardians wrote. Make a separate list of them on the board. Compare the two lists.
- Ask the class to pick one of the good work habits as a class goal for the week. Note: involve the classroom teacher in this part of the activity.
- Summarize the lists of good work habits and invite students to think about some of their own good work habits. Tell students that next week, each of them will give a short oral presentation about a time when they demonstrated a good work habit.
- Write thank-you notes to the parents/guardians who sent in good work habits suggestions. Ask them to encourage their students to use good work habits at home and at school.

Part Two (30-45 minutes)

- Have students discuss how successful the class was on reaching their good work habits class goal.
- Have students give a brief oral presentation about a time when they demonstrated a good work habit.
- Make the connection between good work habits at school and good work habits on the job.

Date \_\_\_\_\_

Dear Parents/Guardians:

During my visits to your child's class this month, we will learn about good work habits. I invite you to be part of this activity by listing below 3 good work habits that you see in yourself and in the people you work with. Please have your child bring this letter back to school no later than \_\_\_\_\_.

Thanks for your help!

Sincerely,

Counselor

## **Good Work Habits**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_